

S-E-C-R-E-T

Approved For Release 2001/07/26 : CIA-RDP66B00560R000100020226-3

DD/R # 1015-63

15 JUL 1963

*adm-3*

MEMORANDUM FOR: Deputy Director (Intelligence)  
Deputy Director (Plans)  
Deputy Director (Research)  
Deputy Director (Support)  
Comptroller  
Inspector General  
General Counsel


SUBJECT : Special Personnel Reports

1. Beginning a few months ago, we have included in our monthly Office of Personnel reports a special feature reporting current studies of our Plans and Review Staff. These studies examine specific aspects of our personnel management and those completed to date have produced some provocative findings. I believe you will find them of interest and will send them to you in the future. The reports already issued are attached.

2. You will observe that these reports do not, at least in most cases, contain evaluations of their findings and they do not make recommendations for action. The reason for this is that they represent single steps in a comprehensive review and the action indicated by our findings on one particular topic may be contra-indicated by other studies. Consequently, we do not propose to present action recommendations in any particular field until our series of studies is nearer completion.

3. Our purpose in sending these studies to you in their present form is to arouse your interest and to stimulate your thinking in this field. If you should have comments or questions about them, I shall be glad to hear from you.

25X1A

  
Emmett D. Echols  
Director of Personnel

Attachment: A/S

Distribution:

- 1 - Each Addressee
- 1 - PRS/OP
- 1 - D/Pers Subj File
- 1 - D/Pers Chrono

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Group I  
Excluded from Automatic  
Downgrading and  
Declassification

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| UNCLASSIFIED   |   |  |  | CONFIDENTIAL |  |  |         | SECRET         |             |             |  |
| CENTRAL INTELLIGENCE AGENCY<br>OFFICIAL ROUTING SLIP   |   |  |  |              |  |  |         |                |             |             |  |
| TO   | NAME AND ADDRESS                                |  |  |              |  |  | DATE    |                | INITIALS    |             |  |
| 1  | Deputy Director (Research)<br>3E14 Headquarters |  |  |              |  |  | 19 July |                | Jan         |             |  |
| 2  | [REDACTED]                                      |  |  |              |  |  | 22      |                | [Signature] |             |  |
| 3  |   |  |  |              |  |  | 3 Aug   |                | [Signature] |             |  |
| 4  |   |  |  |              |  |  |         |                | [Signature] |             |  |
| 5  |   |  |  |              |  |  |         |                |             |             |  |
| 6  | [REDACTED]                                      |  |  |              |  |  |         |                | [Signature] |             |  |
| ACTION   |   |  |  | DIRECT REPLY |  |  |         | PREPARE REPLY  |             |             |  |
| APPROVAL   |   |  |  | DISPATCH     |  |  |         | RECOMMENDATION |             |             |  |
| COMMENT  |   |  |  | FILE         |  |  |         | RETURN         |             |             |  |
| CONCURRENCE  |   |  |  | INFORMATION  |  |  |         | SIGNATURE      |             |             |  |
| <p>Remarks: Right interesting - Mostly<br/>         Check doesn't take long to read<br/>         Jan</p> <p>To 6<br/>         Seems to me this is good<br/>         food for thought re DD/S-1<br/>         [Signature] 1 Jan B.</p> |   |  |  |              |  |  |         |                |             |             |  |
| FOLD HERE TO RETURN TO SENDER  |   |  |  |              |  |  |         |                |             |             |  |
| FROM: NAME, ADDRESS AND PHONE NO.  |   |  |  |              |  |  |         |                |             | 15 JUL 1963 |  |
| Director of Personnel 5E56 x6825   |   |  |  |              |  |  |         |                |             |             |  |
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| SEC. CL.                        |            | ORIGIN                |               | CONTROL NO.                        |  |
| 3                               |            | Director of Personnel |               | DDR-1015-63                        |  |
| DATE OF DOC.                    | DATE REC'D | DATE OUT              | SUSPENSE DATE | CROSS REFERENCE OR POINT OF FILING |  |
| 7/15/63                         | 7/17/63    |                       |               |                                    |  |
| TO <del>DDR</del>               |            |                       |               | ROUTING                            |  |
| FROM Emmett D. Nichols          |            |                       |               | DATE SENT                          |  |
| SUBJ. Special Personnel Reports |            |                       |               | 7/17/63                            |  |
| lcy - DDR w/att                 |            |                       |               |                                    |  |
| COURIER NO.                     |            | ANSWERED              |               | NO REPLY                           |  |
|                                 |            |                       |               | 3                                  |  |